



**General Services Administration  
Federal Supply Service  
Authorized Federal Supply Schedule Price List**

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage!, a menu-driven database system. The INTERNET address for GSA Advantage! is: <http://www.fss.gsa.gov>

**Schedule 899  
Environmental Services**

**Contract # GS-10F-0033V**

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at <http://www.fss.gsa.gov>

**Contract Period: Nov. 26, 2008 – Nov. 25, 2013**  
*(Current through Modification #PS-0005, dated 7/29/11.)*

***Institute for Environmental Assessment, Inc.***

***9201 West Broadway N., Suite 600***

***Brooklyn Park, MN 55445***

***Toll Free: 800-233-9513***

***Fax: 763-315-7920***

***Website: [www.ieainstitute.com](http://www.ieainstitute.com)***

***Email: [NancyTimm@ieainstitute.com](mailto:NancyTimm@ieainstitute.com)***

***Contract Administration Source: Nancy Timm***

***Business Size: Small Business***



# Table of Contents

Title	Page
Ordering and Payment Information .....	2-4
Company Profile.....	5
Description of Services.....	6-10
Price Lists .....	11-13

## **CUSTOMER INFORMATION:**



1a. **Table of Awarded Special Item Numbers (SIN):**

SIN 899-1 and 899-1RC	Environmental Consulting Services
SIN 899-3 and 899-3RC	Environmental Training Services
SIN 899-8 and 899-8RC	Remediation and Reclamation Services

1b. **Lowest Price Item:**

<u>SIN</u>	<u>ITEM</u>	<u>RATE</u>
899-1 and 899-1RC	Administrative Support	\$39.20/hr
899-3 and 899-3RC	Administrative Support	\$39.20/hr
899-8 and 899-8RC	Asbestos Bulk Sample PLM-72 hours	\$10.40/sample

1c. **Hourly Rates:** See Below

2. **Maximum Order:** All SIN's: \$5,000,000.00

3. **Minimum Order:** \$100.00

4. **Geographic Coverage (delivery area):**

CONUS, Washington DC, AK, HI, PR

5. **Point(s) of Production (city, county, state):** Brooklyn Park, Hennepin County, MN

6. **Discount From List Price or Statement of Net Price:**

Prices shown herein are NET Prices; Basic Discounts have been deducted.

7. **Quantity/Volume Discount:** None

8. **Prompt Payment Terms:** Net 30 days

9a. **Government Purchase Card Acceptance Below Micro-purchase Threshold:** Yes

9b. **Government Purchase Card Acceptance Above Micro-purchase Threshold:** Yes

10. **Foreign Items (list by country of origin):** None

11a.-d. **Time of Delivery:** As specified on individual task orders.

12. **F.O.B. points(s):** As stated on individual task orders.

13a. **Ordering Address(es):**

IEA, Inc.  
9201 West Broadway N., #600  
Brooklyn Park, MN 55445

13b. **Ordering Procedures:**

For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's), are found in Federal Acquisition Regulation (FAR) 8.405-3.



14. **Payment Address(es):**  
IEA, Inc.  
9201 West Broadway N., #600  
Brooklyn Park, MN 55445
15. **Warranty Provision:** Standard Commercial Warranty
16. **Export Packaging Charges (if applicable):** Not Applicable.
17. **Terms and Conditions of Government Purchase Card Acceptance:**  
The Government Purchase Card is accepted for purchases of any size. (No additional discounts offered on orders placed using credit card.)
18. **Terms and conditions of rental, maintenance, and repair (if applicable):**  
Not Applicable.
19. **Terms and conditions of installation, (if applicable):** Not Applicable
20. **Terms and conditions of repair parts (if applicable):** Not Applicable.
- 20a. **Terms and conditions for any other services (if applicable):** Not Applicable
21. **List of service and distribution points (if applicable):** Not Applicable
22. **List of participating dealers (if applicable):** Not Applicable
23. **Preventive maintenance (if applicable):** Not Applicable
- 24a. **Special Environmental Attributes:** None
- 24b. **Section 508 Compliance:** Not Applicable
25. **DUNS Number:** 196737944
26. **Central Contractor Registration (CCR) Completed:** Yes



# Company Profile

IEA is a small business founded in 1984. IEA is committed to providing practical, cost-sensitive environmental engineering counsel and worker protection guidelines. The work of IEA is centered on environments (buildings) occupied by people.

Our corporate offices are located in the Minneapolis-St. Paul, Minnesota area with satellite offices in Rochester and Mankato, Minnesota and Omaha, Nebraska. In addition, we have operational centers at various locations throughout the United States.

Our services are listed below:

- Environmental Health & Safety Regulatory Compliance
- Written OSHA program development and Implementation
- Equipment Safety procedures development (LOTO)
- Employee Exposure Assessments
- Asbestos Regulatory Compliance to include:
  - Asbestos Inspection
  - Abatement Design
  - Air monitoring
- Lead-Based Paint Inspections and Risk Assessments
- Hazardous Materials Control
- Analytical Laboratory Sampling and Testing
- Indoor Air Quality (IAQ) Management
- Infection Control Consulting
- Health and Safety Training





# Description of Services

## **SIN 889-1 and 899-1RC: Environmental Consulting Services:**

### **Environmental Project Design and Management:**

IEA has a team of EPA Certified Licensed Asbestos Inspectors, Management Planners, Site Supervisors, Project Designers, and Lead Risk Assessors on staff. IEA provides demolition surveys, material inspection sampling and assessments, AHERA inspections, lead-based paint inspections and Risk Assessments, and Project Design and Management.

**Environmental Management Services:** Ongoing health and safety compliance is a multifaceted, complex, and resource-consuming task. IEA has trained and experienced personnel with creating written OSHA compliance programs, and proven, time-tested implementation procedures. Our immediate access to certified industrial hygienists, public health professionals, and certified safety professionals provides a health and safety team that is poised to provide cost-effective, and professional compliance. Programs that are available include but not limited to the following:

- Compressed Gas
- Confined Spaces
- Electrical Safety /NFPA70E
- Hazard Communication
- Fall Protection
- Hearing Conservation
- Lab Safety/Chemical Hygiene
- Lockout/Tagout
- Machine Guarding
- Personal Protective Equipment (PPE)
- Respiratory Protection Program
- Safety Committees

**Indoor Air Quality (IAQ):** IEA has capabilities to provide comprehensive IEQ assessments and solutions to building owners and managers. Our team of certified industrial hygienists, environmental consultants, public health personnel, and mechanical engineers are available to assist in resolving IAQ concerns.

Assessments and investigations are provided to determine the extent of the air quality issues in a facility. These issues may include asbestos and lead surveys, biological investigations, hazardous materials assessments, and chemical identification and assessments that may affect the environment within a facility and compromise the health and safety of the occupants.

**Proactive IAQ Management:** IEA developed a process to help building owners proactively manage indoor air quality concerns. IEA can provide a basic assessment of the facility to document any evidence of moisture and/or fungal growth. In addition, IEA offers several cost-effective sampling strategies that can be added to the basic assessment. Using our customized software, a comprehensive report can be generated highlighting any problems noted during the inspection and recommendations for regulatory compliance and for improving occupant health and safety.



### **SIN 899-3 and 899-3RC: Environmental Training Services:**

IEA provides training for Asbestos Management, and OSHA mandated annual trainings. IEA develops customized training programs related to employee safety and environmental management. All courses meet all EPA and OSHA training requirements.

- Asbestos
- Compressed Gas
- Confined Space
- Electrical Safety/NFPA70E
- Hazard Communication
- Fall Protection
- Hearing conservation
- Lockout/Tagout
- Machine Guarding
- Hazwoper
- OSHA 30hr
- CPR/First Aid



### **SIN 899-8 and 899- 8RC: Remediation and Reclamation Services:**

IEA operates a certified and licensed laboratory for testing and analytical consultation services in the area of material characterization. Laboratory tests include air samples, asbestos bulk samples, and lead in paint, radon, and dust samples.

# Labor Category Descriptions



IEA's professional staff and consultant base include the following disciplines, certifications, and accreditations:

- Certified Safety Professionals (CSPs)
- Certified Industrial Hygienists (CIHs)
- Microbiologists
- Epidemiologists
- Certified Playground Inspectors
- HAZWOPER
- Engineers
- Asbestos-Accredited:
  - Site Supervisors
  - Inspectors
  - Designers
  - Management Planners
- Lead-Certified Inspectors
- OSHA 501
- NIOSH 582E

## **Senior Project Manager:**

**Education:** B.S. in civil or environmental engineering, microbiology or environmental or related engineering fields. An M.S. in environmental studies, engineering, business or a specialty field is also desirable.

**Experience:** A minimum of 10 years of experience in progressively responsible positions of project management. Experience should include field services, sampling and testing, QA/QC, remedial investigation and design, personnel management, technical writing and editing, and training. Technical expertise should include chemistry, microbiology, mathematics, biology, toxicology or general environmental engineering.

**Responsibilities:** Investigation, design and the development of work plans, project management and QA/QC; this position will often manage projects particularly field projects and will be responsible for resource management, maintaining schedules and budget for the project.

## **Project Manager:**

**Education:** B.S. in environmental health, chemistry, toxicology, microbiology, biology, environmental engineering, industrial hygiene or related environmental field. A professional certification for their specific field is preferred.

**Experience:** Minimum of 6 to 8 years of experience required. The experience should include ability to develop project plans, schedules and budgets for assessments, investigations, remediation and remedial design activities. A professional certification is also preferable.

**Responsibilities:** Project Managers will be responsible for project management, response to client requests, agency coordination, project meetings with the client, management of project personnel, field activities and report coordination.





### **Computer-Aided Drafting:**

**Education:** Technical school certification is a minimum requirement.

**Experience:** Experience in Auto CADD or equivalent software design packages, design drawing production and calculations.

**Responsibilities:** Works with the project team in developing design drawings and other special material required for the project.

### **Administrative Support:**

**Education:** High School Diploma

**Experience:** A minimum of 1-2 years of clerical experience is required including operation of basic word processing software and office equipment; knowledge of accounting procedures and bookkeeping; switchboard operation and reception skills.

**Responsibilities:** To produce and distribute reports and project documents as directed by the Project Manager or team scientist or other project professional; answer phones and greet guests; perform accounts receivable/payable tasks; bookkeeping tasks; filing, word processing and general clerk activities.

### **Professional Engineer:**

**Education:** B.S. in civil, mechanical, environmental or related engineering fields and an M.S. in engineering is also desirable.

**Experience:** A minimum of 5 years of design engineering and project management experience and the preference is 8 to 10 years. The experience must include design and evaluation of HVAC systems assessments, investigation, and redesign. Must be a professional registered engineer.

**Responsibilities:** Evaluation of HVAC systems to determine hazards related to indoor air quality, regulatory compliance of equipment, safety inspections, technical reviews, engineering design and project management.

### **Certified Industrial Hygienist:**

**Education:** A 4- year degree in chemistry, environmental health or equivalent discipline. Certification by a nationally recognized agency is required.

**Experience:** 8-10 years experience preferred.

**Responsibilities:** Responsibilities include monitoring employee's exposure to environmental factors which will affect their health; serving as health and safety managers; working with engineers to assist in reducing employee exposure levels to hazards; training for health and safety; evaluation of safety products, signage and employee information; hazard assessments and indoor air quality assessment and analysis.

### **Certified Safety Professional:**



**Education:** Minimum of 2-year associate degree or a B.S. in a 4-year discipline

**Experience:** Minimum of 4 years experience

**Responsibility:** The safety professional uses evaluation and analysis to identify hazards and develops and implements programs to prevent accidents and events that harm people and property or the environmental. This position may require the use of quantitative and qualitative analysis of systems, operations and products to identify hazards. May be required to review engineering controls, administrative controls and have knowledge of physical chemistry, biology, behavior sciences, risk management, training, processing and manufacturing.

### **Senior Air Quality Investigator:**

**Education:** Prefer background in science, construction, and/or engineering. Prefer a 4-year college degree in environmental health, engineering or environmental sciences, or a combination of education and experience in a related field. Other acceptable field of studies include: industrial hygiene, chemistry, toxicology, microbiology, and construction management

**Experience:** a minimum of 5 years of experience is preferred.

**Responsibility:** Independently plans and accomplishes complete projects and serves as an expert in indoor air quality. Complexity of assignments typically requires considerable creativity and judgment to devise approaches to accomplish work, resolve design and operational problems. This position may train and be assisted by lower level technicians.

### **Senior Engineering/Environmental Technician:**

**Education:** Preferred B.S. in environmental studies, air quality, engineering or related environmental field. Specific certification in air quality investigations and management is also acceptable.

**Experience:** Experience level is from 5-8 years preferably in a field setting.

**Responsibilities:** This position is responsible for air sampling, materials sampling, air quality testing, development of remediation plans, and field oversight and miscellaneous field services. This position may supervise other technicians.

# Price List:



## SINS 899-1 & 899-1RC, Environmental Consulting Services – (Labor Categories)

Title	GSA Rate (w/ IFF)
Senior Project Manager	\$ 76.00
Project Manager	\$ 72.00
Computer-Aided Drafting (CAD) **	\$ 48.00
Administrative Support **	\$ 39.20
Professional Engineer	\$ 89.60
Certified Industrial Hygienist	\$ 89.60
Certified Safety Professional	\$ 74.40
Senior Air Quality Investigator **	\$ 65.60
Senior Environmental/Engineering Technician**	\$ 64.00

## SINS 899-3 & 899-3RC, Environmental Training Services – (Labor Categories)

Title	GSA Rate (w/ IFF)
Senior Project Manager	\$ 76.00
Project Manager	\$ 72.00
Computer-Aided Drafting (CAD) **	\$ 48.00
Administrative Support **	\$ 39.20
Professional Engineer	\$ 89.60
Certified Industrial Hygienist	\$ 89.60
Certified Safety Professional	\$ 74.40
Senior Air Quality Investigator **	\$ 65.60
Senior Environmental/Engineering Technician**	\$ 64.00

## SINS 899-8 & 899-8RC, Remediation and Reclamation Services – (Labor Categories)

Title	GSA Rate (w/ IFF)
Senior Project Manager	\$ 76.00
Project Manager	\$ 72.00
Computer-Aided Drafting (CAD) **	\$ 48.00
Administrative Support **	\$ 39.20
Professional Engineer	\$ 89.60
Certified Industrial Hygienist	\$ 89.60
Certified Safety Professional	\$ 74.40
Senior Air Quality Investigator **	\$ 65.60
Senior Environmental/Engineering Technician**	\$ 64.00



The Service Contract Act (SCA) is applicable to this contract and it includes SCA applicable labor categories. The prices for the indicated (\*\*) SCA labor categories are based on the U.S. Department of Labor Wage Determination Number(s) identified in the matrix. The prices offered are based on the preponderance of where work is performed and should the contractor perform in an area with lower SCA rates, resulting in lower wages being paid, the task order prices will be discounted accordingly.

SCA MATRIX		
SCA Eligible Contract Labor Category	SCA Equivalent Code - Title	WD-Number
Administrative Support	01020 – Administrative Assistant	05-2287
Computer-Aided Drafting (CAD)	30063 - Drafter/CAD Operator III	05-2287
Senior Air Quality Investigator	30090 – Environmental Technician	05-2287
Senior Environ/Eng Technician	30090 – Environmental Technician	05-2287

SINS 899-8 & 899-RC, Remediation and Reclamation Services (Lab Testing Only)		
Laboratory Item	Unit of Measure	GSA Rate (w/ IFF)
Air Samples – PCM In-House Analysis: All Samples	Per Sample	\$ 16.00
Air Samples – TEM Individual Samples (24 Hours)	24 Hours	\$ 108.00
Air Samples – TEM Individual Samples (24 Hours)	6 Hours	\$ 120.00
Air Samples – TEM Individual Samples (24 Hours)	Weekend Analysis	\$ 132.00
Asbestos Bulk Sample PLM: 1-199 Samples	3 Hours	\$ 35.20
Asbestos Bulk Sample PLM: 1-199 Samples	6 Hours	\$ 23.20
Asbestos Bulk Sample PLM: 1-199 Samples	24 Hours	\$ 13.60
Asbestos Bulk Sample PLM: 1-199 Samples	48 Hours	\$ 12.00
Asbestos Bulk Sample PLM: 1-199 Samples	72 Hours	\$ 10.40
Indoor Air Quality: Bioaerosols (Fungi)	Per Sample	\$ 46.40
Indoor Air Quality: Bulk Fungal Analysis (Dilution Method)	Per Sample (one medium)	\$ 63.20
Indoor Air Quality: Bulk Fungal Analysis (Dilution Method)	Per Sample (two mediums)	\$ 72.80
Indoor Air Quality: Formaldehyde	Standard 8-Hour Test	\$ 81.60
Indoor Air Quality: Formaldehyde	Time-Sensitive Test	\$ 200.00
Indoor Air Quality: Microbial Volatile Organic Compounds (MVOC)	Per Sample	\$ 240.00
Indoor Air Quality: Microvac Bulk Dust Fungal Analysis (Dilution Method)	Per Sample (one medium)	\$ 63.20
Indoor Air Quality: Microvac Bulk Dust Fungal Analysis (Dilution Method)	Per Sample (two mediums)	\$ 72.80
Indoor Air Quality: Rodac Fungal Contact	Per Sample	\$ 35.20
Indoor Air Quality: Tease Tape Sample Analysis	Per Sample	\$ 40.00
Indoor Air Quality: Volatile Organic Compounds (VOC)	Per Sample (lower-end test)	\$ 80.00
Indoor Air Quality: Volatile Organic Compounds (VOC)	Per Sample (higher-end test)	\$ 200.00
Lead-in-Paint Air Samples: All Samples	24 Hours or Greater	\$ 12.00

Lead-in-Paint Air Samples: All Samples	Less than 24 Hours	\$ 33.60
Lead-in-Paint Bulk Samples: All Samples	24 Hours or Greater	\$ 12.00
Lead-in-Paint Bulk Samples: All Samples	Less than 24 Hours	\$ 33.60
Lead-in-Water Samples: All Samples	24 Hours or Greater	\$ 16.00
Lead-in-Water Samples: All Samples	Less than 24 Hours	\$ 24.00
Nuisance Dust (Total & Respirable)	Per Sample	\$ 19.20
Radon Samples: All Samples	24 Hours or Greater	\$ 22.40
Radon Samples: All Samples	Less than 24 Hours	\$ 16.80